

Far North Regional GIS Council

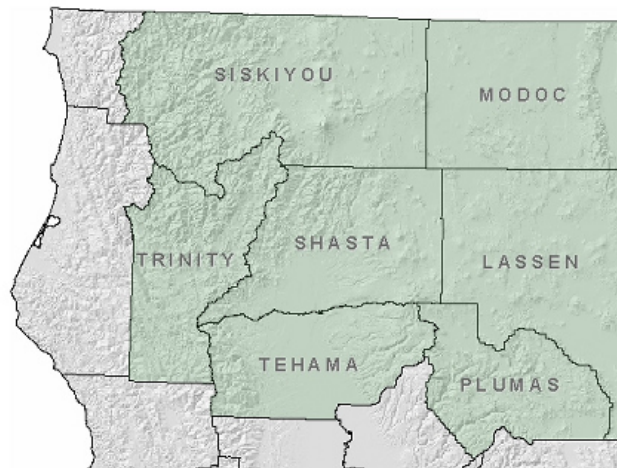
Charter

August 11, 2003

1. General Provisions

- Name:
 - The Name of the Organization is the Far North Regional GIS Council
- Regional Definition:
 - The Geographic Extent of the Far North RGC includes 7 counties (Siskiyou, Modoc, Trinity, Shasta, Lassen, Tehama and Plumas).

Far North RGC Geographic Extent



- Contact Information:

Contact	Role	Phone	Email
Eric Haney	Chair	530-225-2052	ehaney@dfg.ca.gov
James Coats	Vice-Chair	530-225-4468	coats@ci.redding.ca.us
Patrick Parsons	Liaison to Statewide Council	530-529-7358	parsonsp@water.ca.gov
Ruth Pope	Web Content Manager	530-225-3111	rpope@dot.ca.gov
Victoria LaPlante	Recorder	530-459-5680	Victoria_Roe_LaPlante@dot.ca.gov

- Location:
 - The Far North RGC currently does not have a principal office. Meetings are held at various locations in Redding.

- Website:
 - An interim website has been established at:
 - <http://ncncr-isb.dfg.ca.gov/rgcPortal>

2. Purpose

- Mission

The purpose of the council is to facilitate cooperation among public agencies, private organizations, and individuals in the Far North Region in the development, coordination, and dissemination of Geographic Information Systems infrastructure, programs, and geospatial data.
- Goals
 - To provide a forum for information sharing and collaboration
 - To improve operations, reduce costs, reduce redundancy, and facilitate new analyses and joint decision making
 - To realize economies of scale through joint purchase projects
 - To provide input to and promote the goals of the California GIS Council

3. Participation

- All participation is voluntary
- The council is primarily organization-based but encourages other forms of participation (individuals, local groups, etc.).
- “Standing” members are those who officially represent an agency or organization. “At Large” members are individuals who do not officially represent an agency or organization but participate in the collaborative process anyway.
- Council participation is open to all GIS users and individuals interested in promoting the development of GIS infrastructure in the region.
- During the normal course of Council business, all members (Standing and At Large) will be asked to indicate their position on a given issue via a show of hands. However, there are times when the Chair will ask that only Standing Members indicate their position in order to achieve consensus. These “Standing Member” polls may occur at times such as when the issue at hand concerns the allocation of public funds, when setting of project priorities, or when it is necessary to avoid conflict of interest issues.
- The council is an information exchange not a policy-making forum hence its actions are not binding on any participant.
- Council participation does not preclude involvement in other RGCs.

- Individuals or organizations indicate their participation in the council by providing an application and contact information.

4. Operations

1. Meetings

- Regular meetings will be held quarterly at the call of the chair.
- Special meetings may be held at the discretion of the chair.

2. Governance

The Council will elect the following Executive Committee officers at the first Regular meeting of each Calendar Year:

- Chair
- Vice Chair
- Recorder
- Web Content Manager
- Liaison to the California GIS Council
- Other officers on an as-needed basis

The executive committee shall be comprised of standing members.

The Vice Chair serves in the Chair's stead when the Chair is not in attendance. Henceforth in this document, "Chair" refers to either the Chair or the Vice Chair acting in the Chair's capacity.

The council will be primarily an informational and coordinating body and will seek consensus on recommendations. Consensus will be determined by a poll of the members present by the meeting Chair. Decisions on commitment of funding or resources ultimately rest with individuals or organizational members and would be governed by a separate agreement or memorandum of understanding.

Special meetings of the Council may be called by the Chair with at least twenty-four (24) hours notice, to discuss and make recommendations on issues that are critical and need immediate resolution. Special meetings may be conducted by written, facsimile, electronic, email, or telephone communication so long as all other conditions of the meeting protocol are met.

3. Definition of Consensus

Consensus, for the purposes of this Charter, is defined as a simple majority of the attending agency and organization representatives and other participating individuals.

When consensus cannot be reached, the Chair shall table the issue until the next scheduled meeting. If consensus cannot be reached for a second time, the Chair shall declare the issue dead until such time that a modified version is brought back to the table at the next scheduled

meeting.

Quorum is defined as 5 attending agency and organization representatives and other participating individuals.

4. Communication

- Written communications to participants most often will take place via email.
- A website will be maintained at:
 1. <http://ncncr-isb.dfg.ca.gov/rgcPortal> (Interim)
- Website postings will include;
Agendas, meeting notes, participants list, Discussion Forum, and a main contact notation for each organization/agency

5. Participants Contact List

Participants will provide for the contact list;

1. Participant's name
2. Title
3. Role
4. Organization
5. Department
6. Email address
7. Telephone number

6. Collaborative Projects

From time to time, the Council will attempt to identify Collaborative Projects within the region. Any participant may also propose a project. When more than one Collaborative Project has been identified and, by consensus, deemed worth pursuing, the Council shall attempt to prioritize these Collaborative Projects based upon the following basic criteria:

1. Whether the project meets the stated mission and goals of the Council
2. Timeline for completion of work;
3. Estimated cost, including labor;
4. Level of sponsorship or commitment from a particular agency or organization;
5. The ratio of project difficulty to probably success.

Should sufficient interest be indicated for a particular project, a committee will be struck to manage the project and create a Project Proposal. The Project Proposal shall include a draft Memorandum of Agreement outlining the following:

1. Detailed nature of the project;
2. Means of indicating participation;
3. Cost of participation or financial proceeds of participation;
4. Lead agency that will enter into the contractual arrangement on behalf of the project participants;
5. The individual(s) having primary responsibility for the project;

6. Proposed methodology for sharing, distribution, update and maintenance of the resulting data;
7. Proposed ownership and restrictions-on-use of the resulting data.

The Project Proposal shall be posted to the Council's website and all participants shall be sent an e-mail regarding the posting.

7. Liaison to California GIS Council

The Council shall appoint, by consensus, a CAGIS Liaison. The CAGIS Liaison shall represent the Council as expressed by consensus from the Council. The CAGIS Liaison shall be responsible for monitoring and participating in any CAGIS deliberations, and will be responsible for reporting said deliberations and their possible effects to the Council through presentations and on the website.

8. Evaluation

The RGC and its processes will be re-evaluated at periods of no less than two years. During the re-evaluation process, RGC members will decide to continue/discontinue the RGC and or make modification to RGC business practices.

9. Amendments

Amendments to this charter can be made by consensus at any regular meeting.

10. Dissolution

The Council will continue to function as long as it has the confidence of its participants. In any case, the Council charter will automatically dissolve should any period of twelve(12) months elapse between meetings.